

Town of Tupper Lake Regular Town Board Meeting

February 14, 2019

- Roll Call: Supervisor Patricia S. Littlefield
Councilman John Quinn
Councilman Michael Dechene
Councilwoman Mary Fontana
Councilwoman Tracy Luton
- Recording: Laurie J Fuller – Town Clerk
- Press: Dan McClelland – Tupper Lake Free Press
- Guest Speakers: Carrie Tuttle & Thomas Haynes – DANC
Dan Keller – APA

Supervisor Littlefield called regular Town Board Meeting to order at 6:00 p.m. opening with the Pledge of Allegiance.

1. Carrie Tuttle & Thomas Haynes (DANC)
Water and Sewer Consolidation Process:

Carrie Tuttle & Thomas Haynes prepared an Asset Management Plan for Water and Sewer Infrastructure. The Water & Sewer consolidation summary plan consist of six phases

- 1. Research & Data Acquisition
- 2. Electronic Asset Inventory
- 3. Asset Summary
- 4. District Financial Summary
- 5. Capital Project Plan
- 6. Preventative Maintenance Schedules

A total of 51 Water & Sewer District were consolidated to 15
The Consolidation was funded by the Department of State grants that the Town received to do project.

2. Dan Kelleher – APA
Special Assist for Economic Affairs:

Mr. Kelleher manages the agency’s economic services unit. The APA has economic services available for business. His office offers a program called Envision Adirondacks 3-D simulations of what you want your town to look like and run that through several zoning and planning scenarios

3. Approve Abstract #2 of Audited Vouchers:

Town of Tupper Lake
Abstract #2
Vouchers#
2019-0033 – 2019-0019

<u>Fund</u>	<u>Prepaid/Debit</u>	<u>Unpaid</u>	<u>Total</u>
General – Water #15 200.01-200.36	\$22,727.89	\$283,969.16	\$306,697.05

Motion to approve Abstract #2- 2019 of Audited Vouchers in the amount of \$306,697.05 was made by Councilman Dechene.

Seconded by Councilman Quinn

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

4. Approve Minutes:

Motion to approve minutes as written for meetings dated December 13th & December 28th 2018 was made by Councilman Quinn.

Seconded by Councilwoman Luton

All Town Board Members voted 4/1 AYE Littlefield, Quinn, Dechene, Luton

NAY Councilwoman Fontana due to absent from meetings

Motion to approve minutes for meeting dated January 10, 2019 was made by Councilman Quinn.

Seconded by Councilwoman Luton

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

5. Town Departments Monthly Report:

Code Officer

Monthly Report January 2019

4 Building Permits issued in January
2 Demolition Permit issued
Complaint Filed
Completed 3 field inspections
January 2019 miles logged 20

Please contact me with any questions or concerns.

Respectfully submitted:

Paul O'Leary

Code Enforcement Officer

Town of Tupper Lake

Youth Activity Director

Board Report Youth Activities
2/13/2018

Angie Snye

Campground: We are continuing to take reservations for the campground and pavilion. As sites fill up we have very few openings.

Youth Nordic Ski: Ski club has been busy – we have worked with ORDA instructor Ken Kalil on our technique and form. We have been skiing out on the trails – thank you SO very much to all the groomers that take such good care of the trails. The skiers got a chance to try paintball biathlon where they skied and shot paintballs at freshly made targets (thanks to the Town Garage employees!). Unfortunately the weather took a turn and we have had to cancel our last two ski club days but we're excited to get back out in this fresh snow. Our Junior Lumberjack

Scramble ski race is coming up on February 16. We’ve been busy preparing for that. We have racers joining us from Old Forge and Lake Placid. Thank you to all the businesses that have helped out with raffle items and cash donations. We really appreciate your support.

Holiday Crafts: The Town Recreation Department partnered again with Goff-Nelson Memorial Library to host a Valentine making event Saturday February 9. There were 24 crafters in attendance, kids, parents and grandparents left with some beautiful Valentines. We saw some super creative ideas, and can’t wait to have everyone back again.

Tupper Tumbling: Tumbling classes filled up extremely fast! We extended the classes to 9 children per session and had enough on a waiting list that we added a second section for our youngest tumblers. Thanks again to Peg and the Goff-Nelson Memorial Library staff for accommodating the classes in the Community Room at the Library. The 6-week session will start March 2. Thank you to our volunteers who will be helping with the classes and for the other support we’ve received.

Spring/Summer Sports: We have started talking about the start of baseball/softball, with flyers going out to students in the near future. We are working with Lake Placid Soccer Center to bring back a soccer day-camp in mid-July. This would be in addition to the regular 6-week youth soccer program that we will run as usual. We’re excited about this possibility of this happening again.

Other: I presented to a group for the TLCSD Ask-US after school program on the importance of life long recreation. Thanks to Carol Lamb and the after school staff for asking us to present! We will be at the Goff-Nelson Memorial Library Tuesday – Friday of the school winter break (2/19 – 2/22) for crafts! Activities will coordinate with the other Library programs for the week, including a Clifford the Big Red Dog project, paper-bag animal puppets, origami and an “anything goes!” craft on Friday. We hope to see you there!

Dog Control Officer

Town of Tupper Lake
Dog Control Report

For the Month of: January 2019

Date: 2-1-2019

Complaints Received	3
Complaints Answered	2 no one at 3 rd one
Dogs Captured	0
Dogs return to owner	0
Dogs turned over to DCO	0
Dogs transported to HS	0
Dogs Adopted	0
Dogs Euthonized	0
Dogs treated by Vet	0
Dangerous Dog Complaints	0
Tickets issued	0

DCO Wayne Lapierre
Report prepared by Wayne Lapierre

Highway Department

Town of Tupper Lake Highway Department
William Dechene
Highway Superintendent

Monthly report for January 8 – February 11, 2019

- Weekly dump run for the Maddox Hall & Town Hall
- Brought the 4 wheeler groomer to Roberts Sports Center in Malone for repairs
- Picked up the 4 wheeler in Malone and returned it to the Country Club
- Picked up snow at the Maddox Hall & Town Hall parking lots
- The Village DPW used one loader & tandem truck 2 nights to pick up snow
- Cleaned parking lots at the Rod & Gun and Widened Lake Simond Road for the Northern Challenge Fishing Derby, with the help from the Village DPW, one tandem truck and driver for one day
- Pushed snow banks back on roads and intersections for visibility and room for more snow
- Plowed and sanded parking lots at the Town Hall, Maddox Hall, Country club and lower parking lot at the Rod & Run Club per weather conditions
- Plowed and sanded roads per weather conditions. *Most of our time has been plowing and sanding due to weather conditions
- The snowmobile groomer has been to Flood wood then Gull Pond Rd. and through Mt. Matumbula out to pitchfork Pond Road, Jan 13, 18, 21, 22, 26, 28 and Feb. 1 & 6

Fuel and gas records per other logs

Motion to approve Town Departments Monthly reports as submitted was made by Councilwoman Fontana.

Seconded by Councilwoman Luton

Councilman Quinn thank Highway Crew for helping out with cross country 4-wheeler ski groomer when it was broken down.

Supervisor Littlefield also received comments on how well the Highway Crew is taking care of roads.

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

6. Downtown Fire Hall Bids:

PUBLIC NOTICE

The Town Board of Tupper Lake, has determined that a certain Town owned property located on 54 Pine Street known as the Downtown Fire Station be declared as surplus property no longer necessary or useful for intended Town purpose.

As such, the Town Board will accept sealed bids for the Downtown Fire Hall Building located at 54 Pine Street Tupper Lake, New York; bids will be accepted until 12:00 P.M. on February 11, 2019. Sold as is, via quit claim deed, title and transfer be paid by purchaser.

Sealed bids can be mailed or dropped off at the Town Clerks office 120 Demars Blvd. Tupper Lake, New York 12986.

The Town Board reserves the right to reject any and all offers, and sale would be subject to permissive referendum.

Town of Tupper Lake Town Board

One bid was received from S & M Properties of the Adirondacks LLC for \$34,500.00.

Town of Tupper Lake, Town Board
Franklin County, New York

Resolution # 13/ 2019

WHEREAS; Tax Map No. 480.73-7-4, 54 Pine Street located in the Village of Tupper Lake, Franklin County, New York is owned by the Town of Tupper Lake, and

WHEREAS; at a regular Town Board meeting held October 13, 2018 a resolution was passed declaring the Downtown fire station on Pine Street as surplus property no longer necessary or useful for intended Town purpose, and

WHEREAS; sealed bids were accepted until 12:00 p.m. on February 11, 2019, one bid was received from S & M Properties of the Adirondacks LLC. for \$34,500.00.

THEREFORE BE IT RESOLVED; at the regular board meeting held February 14, 2019 Town Board accepted bid offer of \$34,500.00 from S & M Properties.

Date: February 14, 2019

Motion: Councilman Dechene

Seconded: Councilwoman Fontana

Action: Carried 5/0 vote Littlefield, Quinn, Dechene, Fontana, Luton

Laurie J Fuller – Town Clerk RMC

7. Adk. Airport Agreement:

Resolution 8 / 2019

WHEREAS; The Adirondack Regional Airport located in Lake Clear, New York owned by the Town of Harrietstown enters into an agreement with the Town of Tupper Lake and other towns; and

WHEREAS; at a town board meeting held February 14, 2019 town board members agreed to pay the Town of Harrietstown \$2,000.00 dollars annually for airport services.

NOW THEREFORE BE IT RESOLVED; upon signing agreement for the year 2019 the Town of Tupper Lake shall pay the Town of Harrietstown the sum of \$2,000.00 for the operation for the Adirondack Regional Airport.

Date: February 14, 2019

Motion: Councilman Dechene

Seconded: Councilman Quinn

Action: Carried 5/0 vote Littlefield, Quinn, Dechene, Fontana, Luton

Laurie J Fuller – Town Clerk RMC

8. Town Justice Court’s Annual Report:

TOWN JUSTICE’S ANNUAL REPORT – 2018 FISCAL YEAR

MONTH	AMOUNT	DEPOSIT
January	\$13,788.00	\$13,788.00
February	\$9,598.00	\$9,598.00
March	\$6,640.48	\$6,640.48
April	\$10,399.00	\$10,399.00
May	\$10,312.00	\$10,312.00

June	\$8,464.00	\$8,464.00
July	\$10,154.00	\$10,154.00
August	\$17,311.00	\$17,311.00
September	\$11,404.00	\$11,404.00
October	\$13,849.00	\$13,849.00
November	\$5,717.00	\$5,717.00
December	\$8,302.00	\$8,302.00

TOTAL \$125,938.48

Traffic Diversion Program \$3,000.00

RESOLUTION #9 /2019

**RESOLUTION AUDITING TOWN COURT’S RECORDS AS PER REQUEST
FROM STATE OF NEW YORK UNIFIED COURT SYSTEM**

WHEREAS; the State of New York Unified Court System has requested the Town Audit the Town of Tupper court’s records annually and,

WHEREAS; at a Town Board Meeting held February 14, 2019 the Town Board reviewed court records for the year 2018 and passed a resolution approving the auditing Justice Leonard F. Young III court’s records to be satisfactory.

Date: February 14, 2019

Motion: Councilwoman Fontana

Seconded: Councilwoman Luton

Action: Carried 5/0 vote Littlefield, Quinn, Dechene, Fontana, Luton

Laurie J. Fuller – Town Clerk RMC

9. Town Clerks Annual Report:

TOWN CLERK’S ANNUAL REPORT – 2018 FISCAL YEAR

CASH RECEIPTS:

Sporting License	\$8,259.00
Dog Licenses	\$965.00
Dog Fines	\$20.00
Marriage Licenses	\$920.00
Bingo/GOC Licenses	\$756.25
Bingo Fees	\$80.53
Searches & Certified Copy	\$3,620.00
Building Permits Issued	\$10,998.00
Joint Planning	\$850.00
Little Wolf Beach	\$95,436.50
Summer Day Camp	\$22,105.00
Soccer Program	\$1,190.00
Baseball Program	\$4,525.00

X-Cross Country Skiing	\$1,664.00
X-Cross Country Ski Trail Fund	\$3,799.00
Volley Ball	\$420.00
Garden	\$295.00
Soccer Sponsors	\$825.00
Baseball Sponsors	\$500.00
Swim Lessons	\$1,250.00
Miscellaneous	\$481.20

TOTAL 2018 CASH RECEIPTS \$158,959.48

CASH DISBURSEMENTS

NYS Department of Health	\$517.50
NYS Department of Agriculture & Markets	\$198.00
NYS Comptroller (Bingo)	\$393.75
NYS Comptroller (Games of Chance)	\$60.00
Town of Tupper Lake Supervisor	\$149,987.87
NYS Decals	\$7,802.06

TOTAL 2018 CASH DISBURSEMENTS \$158,959.48

Laurie J. Fuller – Town Clerk

Motion to approve Town Clerk Annual report for 2018 as submitted was made by Councilman Quinn

Seconded Councilman Dechene
All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

10. AES Northeast Landfill Monitoring Agreement:

Resolution # 10/2019

of

Town of Tupper Lake Town Board,
Franklin County, New York

Ref: Authorization of signing agreement with AES Northeast to monitor wells at landfill.

WHEREAS; the AES Northeast Engineering Short Form Agreement to conduct the 2019 year monitoring program for the landfill, and

WHEREAS; the total compensation for services and reimbursable expenses shall not exceed fee of \$5,000.00

THEREFORE BE IT RESOLVED; at a regular Town Board meeting held February 14, 2019 board members agreed to sign Short Form Agreement with AES Northeast to monitor wells at the Tupper Lake Landfill.

Date: February 14, 2019

Motion: Councilman Dechene

Seconded: Councilwoman Luton

Action: Carried 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

Laurie J Fuller – Town of Tupper Lake Town Clerk, RMC

11. Approve Town Planner and member to attend conference:

Motion for Town Planner and member to attend conference in Lake George on April 29th 2019 was made by Councilwoman Fontana.

Seconded by Councilman Quinn

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

12. Agreement with Franklin County for
Grooming and maintaining snowmobile trails:

Town of Tupper Lake Town Board
Franklin County, New York

Resolution #11 / 2019

Ref: Agreement with Franklin County for Snowmobile Trail Grooming

WHEREAS: The Franklin County Legislature has provided in its budget monies for the purpose for the 2018-2019 snowmobile season to maintain and groom snowmobile trails within the County.

WHEREAS: The County of Franklin pursuant to Resolution No.325, hereby agrees to allocate the sum of \$2,352.00 to the party of the second part, together with such funds that have been or may be received for snowmobiling purposes, which payment constitutes the County's full obligation with respect to this agreement and the consequences arising there from except as herein provided. This agreement is to run January 1 – December 31, 2019.

WHEREAS: this agreement is to reimburse us for maintaining and grooming trails. Payments will be in two payments 70% - \$1,646.40, remaining 30% - \$705.60 the 30% will be given to the Tupper Lake Snowmobile Club, for gas for machines, building bridges, and cutting brush on trails.

WHEREAS: at a regular Town Board meeting held February 14, 2019, Councilwoman Luton made a motion to approve resolution #11 2019 Agreement with County for grooming Snowmobile Trails, Seconded by Councilman Dechene. All Town Board Members voted AYE 5/0, Littlefield, Quinn, Dechene, Fontana, Luton.

Date: February 14, 2019

Laurie J Fuller, Town Clerk RMC

13. Executive Session:

Motion to enter into executive session at 8:15 p.m. to discuss possible litigation matter and real property matter was made by Councilman Dechene.

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

Motion to enter out of executive session at 9:30 p.m. and resume regular session was made by Councilman Quinn

Seconded by Councilwoman Fontana

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

14. Attorney contact GYMO
On Town Hall project:

Motion for Town Attorney to contact GYMO regarding architectural work at the Town Hall was made by Councilman Quinn.

Seconded by Councilwoman Luton

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

15. Town Attorney Retainer Agreement:

Motion to authorize the Supervisor to execute agreement.

Resolution # 12/ 2019

Agreement for Legal Services

WHEREAS; Town Attorney, Kirk Gagnier has sent an Retainer Agreement for legal services for the year 2019 for approval and;

WHEREAS; the firm has agreed to perform legal services for the town for the year 2019 for the sum of \$24,000.00 (\$2,000.00 per month).

NOW THEREFORE BE IT RESOLVED; at a regular town board meeting held February 14, 2019 a resolution was passed to accept agreement for legal services for the year 2019 at a rate of \$24,000.00 from Town Attorney Kirk Gagnier.

Date: February 14, 2019

Motion: Councilman Dechene

Seconded: Councilman Quinn

Action: Carried 5/0 vote Littlefield, Quinn, Dechene, Fontana, Luton

Laurie J. Fuller – Town Clerk

16. Adjourn:

Motion to adjourn at 9:35 p.m. was made by Councilman Dechene

Seconded by Councilman Quinn

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Fontana, Luton

Laurie J Fuller- Town Clerk RMC